

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, July 16, 2012

Attending:

Mayor Janet Hughes
Deputy Mayor Andre Cushing
Councilor Jeremy Williams
Councilor Kristen Hornbrook
Councilor Tom Brann
Councilor Jean Lawlis

Susan Lessard, Town Manager
Interested residents

1. Minutes – 6/18/2012 – The minutes were reviewed by the committee. No changes or additions were made.
2. Review & Signature of Warrants – The payment warrants were reviewed and signed by Committee members.
3. June 2012 Financial Statements – The Town Manager presented the financial statements for June 30, 2012. Committee members asked questions related to estimated revenues and the use of remaining balances from the 2011/2012 year to offset the next year's budget. Councilor Hornbrook asked if financial statements could be sent out prior to the meeting in future. The Town Manager agreed to do so. The financial statements will be presented at the second Finance & Administration Committee meeting of each month and sent out ahead of time with the meeting packet.
4. Interviews:
 - a. David Caliendo – Appeals Board Applicant
 - b. Chester Bigelow – Appeals Board Applicant

David Caliendo and Chester Bigelow were interviewed by the Committee. Mr. Caliendo has long-term service in the community on the Planning Board and other town committees and Mr. Bigelow has worked on the Conservation Committee. Committee members expressed gratitude to the applicants for their willingness to serve. Motion by Councilor Lawlis, seconded by Councilor Brann to recommend to the full Council the appointment of David Caliendo and Chester Bigelow to the Appeals Board. Vote 5-0
5. Old Business
 - a. Western Avenue Sidewalk – Matching Funds for Construction – The Town Manager presented information from Woodard and Curran for the Western Avenue Sidewalk project. The total cost of the project is estimated to be \$162, 600. The town share of the project would be

\$31,600, and would be taken from Host Community Benefits. The sidewalk would run from the end of the one on Western Avenue to Sidney Boulevard, cross Western Avenue and then run to connect to the Mayo Road sidewalk. Motion by Councilor Lawlis, seconded by Councilor Brann to recommend to the full Council the expenditure of \$31,600 as a match for the Western Avenue Sidewalk Grant from the Maine Department of Transportation. Vote 5-0.

- b. Town Charter Review – Town Council Section – This item was not discussed due to insufficient time. It will be put on the next Finance Committee agenda.

6. New Business

- a. Contract Review – Police & Fire – Motion by Mayor Hughes, seconded by Councilor Lawlis, pursuant to 1 MRSA § 405(6)(D) Labor Contracts/Negotiations to enter Executive Session at 6:20 p.m. for the purpose of discussing labor contract proposals for Police and Fire Unions. Vote 5-0.

Motion by Councilor Cushing, seconded by Councilor Brann to re-enter regular session at 6:40 p.m.

Motion by Councilor Lawlis, seconded by Councilor Cushing to recommend to the full Council that the contract proposal presented be approved. Vote 6-0.

- b. Library – Use of Reserve Funds – Building Repair – The Town Manager explained that in the process of having trim painted at the Library, other damage was discovered. The original trim painting cost was taken from the Library operating budget, but the Librarian has requested that the additional work, which includes work on the deck/railing system, in the amount of \$1,250, be taken from Library reserve. Motion by Councilor Lawlis, seconded by Councilor Williams to recommend to the full Council the use of \$1,250 from Library Reserve for the repairs. Vote 6-0.

7. Public Comment - None

8. Committee Member Comments – None

The meeting was adjourned at 6:50 p.m.

Respectfully submitted,

Susan Lessard
Town Manager